

CHARTER FOR THE CREST DRIVE CITIZENS ASSOCIATION

Approved by Eugene City Council, May 20, 1974
Revised: January 28, 1981, Resolution No. 3469

Article I. Name

Section 1. The name of this organization shall be the Crest Drive Citizens Association.

Article II. Geographic Boundaries.

Section 1. Beginning at the intersection of Willamette Street and 29th Avenue; the northerly boundary being as follows: west along West 29th Avenue to Lincoln Street; thence north along Lincoln Street to West 28th Avenue; thence west on West 28th Avenue to Chambers; north on Chambers to 24th; westerly on 24th to City View if extended; if extended south on its alignment between West 11th Avenue and West 18th Avenue; the westerly boundary being as follows: SW to a point on Lorane Highway 1500 feet SW of the intersection of Lorane Highway and Blanton Road; the southerly boundary being as follows: easterly along a line 1500 feet south of and parallel to Blanton Road to a point of intersection with West 40th Avenue; thence easterly along West 40th Avenue, 2000 feet more or less to an unnamed street; thence northerly along said unnamed street to West 39th Avenue; thence easterly along West 39th Avenue to Willamette Street; the easterly boundary is as follows: northerly along South Willamette Street to 29th Avenue, the true point of beginning; all in Lane County Oregon.

Article III. Objectives

Section 1. The Crest Drive Citizens Association will be advisory to the Planning Commission and the City Council and work with City departments on matters affecting the growth and development of our neighborhood. In this connection the association will develop a neighborhood plan with recommendations for land use, zoning, parks, open space and recreation, bike paths, traffic, transportation, use of City services, conservation of natural vegetation and wildlife, annexation, housing, community facilities, and other factors affecting the livability, habitat, and social and economic aspects of the above described neighborhood. The neighborhood plan and its recommendation will be submitted to the Planning Commission and City Council for their approval. The neighborhood association shall continue the planning process by periodically re-evaluating its goals, objectives, and recommendations.

The association also wishes to serve in an educational capacity in order to further effective and informed citizen participation in this community.

Article IV. Membership

- Section 1. The membership is open to property owners and tenants living within the boundaries as described in Article II, Section 1.
- Section 2. Membership is declared by having one's name and address (address of property owned or residence) on the "Official Membership List."
- Section 3. Each member shall be entitled to one vote. There shall be no voting by proxy.

Article V. Officers

- Section 1. Officers shall be elected by the association membership.
- Section 2. Officers shall consist of a chairman, vice-chairman, secretary and treasurer, elected annually.
- Section 3. Officers will be nominated by anyone in the association at the meeting prior to the meeting to elect officers. Any association member may have his or her name entered on the list of officers to be voted on. Each officer elected shall receive a majority vote of those members who vote.
- Section 4. If an officer misses four executive board meetings a new officer shall be elected.
- Section 5. Officers cannot serve more than two consecutive one-year terms in one office. Special elections shall be conducted if any officer is unable to complete his or her term of office.

Article VI. Executive Board

- Section 1. The executive board shall consist of elected officers and association members appointed by the chairman and approved by the association membership.
- Section 2. Whenever a vacancy occurs on the executive board, such vacancy, when filled by the chairman, shall be approved at the next general membership meeting. A member of this board who shall absent himself or herself from four consecutive meetings, regular or specially called, shall have his or her place vacated unless excused by the board.

- Section 3. Duties of the executive board shall be to carry out the business of the association. The executive board shall hold at least four general membership meetings a year at a predetermined place and time to be set by the executive board, and shall determine the agenda of the general membership meetings.
- Section 4. The executive board shall meet regularly and conduct such business and take such action as may be necessary to accomplish the objectives of the association. Minutes shall be taken at such meetings and kept on file for the association members.
- Section 5. The majority of the executive board members shall constitute a quorum for the transaction of business.
- Section 6. Special meetings of the executive board, for any purpose or purposes, may be called by the chairman or, if he is absent, by the vice-chairman, secretary, or treasurer. Notice of the time and place of any special board meeting shall be given to each board member, either personally or by mail, at least three days prior to such meeting. Notice shall state the purpose of the meeting.
- Section 7. The executive board shall be in communication with the association members through general meetings, newsletter, notices, and telephone communications. All decisions will be approved at the association meetings.

Article VII. Duties of the Officers

- Section 1. Chairman. The chairman shall have general supervisory and directional powers of the activities of the board. He shall preside at all meetings of the board and general membership and shall be an ex officio member of all committees. He shall appoint all committee chairmen after consultation with the executive board.
- Section 2. Vice-Chairman. In the absence of the chairman, the vice-chairman shall execute all the powers of the chairman.
- Section 3. Secretary. The secretary shall record the minutes of all membership and executive board meetings and provide the executive board with copies of said meetings.
- Section 4. Treasurer. The treasurer shall record and account for all moneys the association may need to operate effectively.

Article VIII. Relationship between Executive Board and General Membership Meetings

- Section 1. The assembled membership attending the general meetings shall be the policy making body.
- Section 2. The general membership is to be notified prior to each meeting. Notice shall state the purpose of the meeting; however, any member may raise an additional matter not previously raised before the board.
- Section 3. Meetings shall be conducted according to Roberts Rules of Order, and the duration of a meeting shall not exceed two hours unless otherwise agreed upon by the assembled body. All unfinished business shall be forwarded to the next meeting.
- Section 4. A quorum for the conducting of business at general membership meetings shall be ten association members.

Article IX. Committees

- Section 1. The committees shall collect information and review subjects for the purpose of presenting the information to the association membership for discussion and decision making. Each committee shall present a written report of the committee meetings to the chairman of that committee who shall file the written copy with the executive board secretary.
- Section 2. All committee meetings shall be open to the public.

Article X. Adoption and Amendments

This charter may be adopted, repealed, or amended by a two-thirds vote present at any general membership meeting. Written notice of the meeting and of the proposed changes shall be forwarded to all members prior to the meeting.

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